



Government of West Bengal
Department of Health & Family Welfare
OFFICE OF THE SUPERINTENDENT

M R Bangur Hospital & M R Bangur Super Speciality Hospital
241 & 249 Desh Pran Sashmal Road, Tollygunge, Kolkata - 700033

www.mrbangurhospital.gov.org, Email: supdt_mrbh@wbhealth.gov.in, districthospitalspg@gmail.com

Memo. No. MRBH/1114

Dated: 16.06.2022

NOTICE INVITING e-TENDER

The Superintendent of M.R. Bangur District Hospital, 241, DPS Road, Kolkata-33 invites e-Tender from the interested bonafide agency engaged printing business to upload relevant documents in the form of pdf files to <https://wbtenders.gov.in> within the specified time schedule mentioned hereunder for the following work. Queries in the matter, if any, may please be emailed to districthospitalspg@gmail.com after the publication of this notice.

Name of work	Earnest Money Deposit(EMD)	Approximate estimated value of tender
Printing of different forms & supply of different printed IEC materials.	Rs.50,000/-	25,00,000/-

1.GENERAL INSTRUCTIONS:

Intending bidder may download the tender documents free of cost from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC) or from the Health & Family Welfare Department's website www.wbhealth.gov.in or www.mrbangurhospital.org.

2.SUBMISSION OF BIDS:

The tender is to be submitted in a Two Bid System(Technical and Financial).

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed by the bidder or authorised signatories (having authorization from the bidder) in the website

<http://wbtenders.gov.in>. All papers must be submitted in English language with serially page marked along with an application in **Annexure-I**.

3.DATE & TIME SCHEDULE :

Sl. No.	Particulars	Date & Time
1	Date of uploading e-NIT	16.06.2022
2	Online documents download start date	17.06.2022, 09.00am
3	Pre- bid meeting to be held at the DNB Hall, MRBH	20.06.2022, 02.00pm
4	Online bid submission start date	21.06.2022, 10.30am
5	Online bid submission closing date and time	04.07.2022, 06.55pm
6	Online bid opening date for Technical Proposals	07.07.2022, 03.00pm
7	Date of online uploading list for Technically Qualified Bidders	Will be notified later
8	Date of Online opening of financial proposal	Will be notified later

4. SUBMISSION OF THE TENDERS:

The tender is to be submitted in a two bid system.

1. **"BID A": Technical Documents:-**

STATUTORY COVER, containing the documents as per check list (Annexure III).

2. **"BID B": FINANCIAL COVER: BOQ**

The folder as "Financial Bid" shall contain the itemwise rate as per Accounting Unit **including transportation and exclusive of GST** to be quoted.

5. GENERAL TERMS AND CONDITION:

(a) E- Tender should be addressed to the Superintendent of M.R. Bangur District Hospital, 241,DPS Road,Kolkata-33.Bidders may download tender enquiry documents from the website <http://wbtenders.gov.in> and www.mrbangurhospital.org. Any subsequent notice or corrigendum regarding this shall be uploaded to above websites only.

(b) The bidder having valid Trade License for supply/manufacturing of the same related items of this tender.

(c) The bidder having aggregated annual turnover of Rs.10.00 lakh (Rupees Ten Lakh) for the last three financial years can participate with this e-tender.

(d) **EMD: Bidders to submit EMD of Rs. 50,000.00 online.**

As this e-tender is related with a work contract, **registered SSI units / MSME (having Udyog Aadhar) participating in Govt. Tenders, are not eligible for exemptions from payment of earnest money and security deposit (EM&SD)** under Rules 47(A) (1) and 47(B)(7) of WBFR, vol-I, read with finance Dept. Notification No. 10500- F Dt. 19.11.2004 and its clarification Vide memo.No. 4245-F(Y) dated 20.05.2013.

(e) The unsuccessful bidder(s) will receive their earnest money back in time.

(f) The item wise list of printed materials along with detailed specification, to be printed & supplied is given in **Annexure-II**. The bidders are to quote rates in the designated cells of price form in BoQ. **The matter of the printing is variable especially in case of non-specified items. The hospital authority will provide the matter along with work order time to time.**

(g) The bidders would have to get themselves registered with the e-tender portal of the Government of West Bengal at <https://wbtenders.gov.in> and upload listed documents as per check list (**Annexure-III**), their contact details, annual turnover, credential of government supply in India.

(h) Any bidder which is currently black-listed by any Government Department / Government Agency in India will not be eligible to participate in the tender.

6. PERFORMANCE SECURITY DEPOSIT:

i) Within 14 (fourteen) days from the date of Award of Contract by the purchaser, the successful bidder shall deposit performance security as follows,

No. of Items(L1 Bidder)	Performance Security Deposit(Rs.)
Up to 10	30,000/-
11 to 25	50,000/-
26 onwards	75,000/-

The performance security shall be retained up to 6 (six) months after the date of completion of all contractual obligations by the contractor.

ii) The performance security shall be deposited in Indian Rupees to the M.R.Bangur Hospital Rogi Kalyan Samiti, A/C: 0675010098990, IFSC: PUNB0067520, PNB, Tollygunge Tram Depot (Kolkata).

iii) In the event of any failure/default of the bidder with or without any quantifiable loss to the purchaser, the amount of the performance security is liable to be forfeited by the purchaser.

iv) The performance security deposit of the successfully selected tenderer may be forfeited for failure to supply within specified time and/or for supplying unsatisfactory articles in quantity and quality.

7. EVALUATION OF BID:

The technical bid of the bidders will be opened and evaluated first. After evaluation, the list of technically qualified bidders will be published in <https://wbttenders.gov.in> and hence qualified for opening of financial bid, but no individual communications will be made. Only financial bid in electronic format would have to be submitted through the e-Tender portal and after opening of financial bids on the appointed date and time, the lowest among the bidders against the printed item will generally be awarded the contract, after observance of the related formalities.

Item wise lowest bidder will be selected.

8. AGREEMENT:

Execution of an agreement within 14 days of issue of AOC must be made on Rs.50/- Non Judicial Stamp Paper between the selected bidder(s) and TIA.

9. PAYMENT TERMS:

Payment will be made through NEFT, after satisfactory delivery to OHC store of MRBH and submission of Tax Invoice with supply order, delivery challan with receive note of respective store in-charge, and payment mandate, provided the availability of fund in the respective government account.

10. Sample of papers /flex etc. to be submitted by L1, L2 & L3 bidders before uploading of AOC if asked for.

11. Bidders will have to present original requisite documents in support of uploaded documents for verification, if asked for.

12. VALIDITY:

The rate offered in the financial bid should remain valid for a period of 2 (two) years from the date of issue of first Award of Contract (AOC) by TIA which may be extended further on mutual agreement.

The procurement will be made in phased manner or at a time subject to requirement within validity period.

13. The successful bidder will be bound to supply the item(s) within specific dates, mentioned in the procurement order. The timely supply of printed articles will be the essence of contract.

14. Bidders are requested to attend a pre- bid meeting, along with sample of papers/flex etc. as per schedule of clause-3.

15. All terms and conditions as mentioned above will have to be accepted (as digitally signed) by the Tenderer(s).

16. In the event of any of the above mentioned dates being declared as a holiday the tenders will be opened on the next working day at the appointed time or as desired by Tender Selection Committee.

17. The following penalties shall be imposed for offences mentioned against each:

Sl. No.	Nature of offence	Penalty to be imposed
1	Any wrong or misleading information provided by the bidder during submission of bids.	a. Forfeiture of EMD b. May lead to recommendation for blacklisting of at least 3 years.
2	If the bidder(s) withdraw their tender after opening of bids and non execution of agreement within 14 days of issue of AOC.	a. Forfeiture of EMD b. Recommendation for blacklisting of 5 years
3	Supply of printed items deviated from the specification and quality of paper etc.	a. Termination of Contract. b. Recommendation for blacklisting of 5 years . c. Forfeiture of the Performance Security Deposit. d. Lodging FIR.
4	Breach of Agreement	a. Termination of Contract. b. Recommendation for blacklisting of 5 years c. Forfeiture of the Performance Security Deposit. d. Lodging FIR.

18. CHANGE IN QUANTITY:

TIA may at any time by written instruction vary the general scope of this Contract by 40% (forty percent) above or 40% (forty percent) below the original Contract quantity at the accepted terms & conditions. The price for the additional quantity will be as per the quoted price of the bid.

19. The decision of the tender inviting authority (TIA) in the matter would be final and binding upon all participants in the tender, and the tender inviting authority would have the absolute discretion to reject or accept bid of any bidder, without assigning any reason whatsoever.

Superintendent

M.R.Bangur District Hospital &
M.R.Bangur SSH, Kolkata-33

Memo No. MRBH/1114

Date: 16.06.2022

Copy forwarded for information and taking necessary action to,

1. The Director of Health Services, Govt. of West Bengal, Swasthya Bhawan, Kolkata – 91
2. The Mission Director, NHM, Govt. of West Bengal, Swasthya Bhawan, Kolkata – 91
3. The District Magistrate, South 24 Parganas.
4. The CMOH, South 24 Parganas.
5. All Members of Tender Selection Committee, MRBH,
6. The IT Cell, Swasthya Bhavan, Kolkata – 700091 with the request to publish the NIT in departmental website.
7. The DEO, MRBH is directed to publish the NIT in the hospital website.
8. Office Notice Board, MRBH,
9. Office copy

Superintendent

M.R.Bangur District Hospital &
M.R.Bangur SSH, Kolkata-33

Annexure- I
APPLICATION

(To be furnished in the Company's official letter pad with full address and contact no etc)

To,
The Superintendent,
M.R. Bangur District Hospital,
241,DPS Road, Kolkata-33

Sub : Submission of e-Tender in response to e-NIT no. Date: of the Superintendent
M.R. Bangur District Hospital, for "Printing of different forms & supply of different printed IEC materials"

Sir,

Having examined the pre-qualification & other documents published in the e-NIT I / we hereby submit all the necessary information and relevant documents for evaluation.

1. That the application is made by me / us on behalf of
in the capacity of Proprietor/ Managing Director/Partner of the Agency
.....duly authorized to submit the offer.
2. That I/We accept the terms and conditions as laid down in the e-NIT mentioned above and submitted with rubber stamp & signed as uploaded and declare that I/We shall abide by it throughout the tender period.
3. I am / We are offering rate(s) for the following item/items with manufacturing capacity and assured supply as per specification to the TIA.
4. In the event of being selected, I/we will make the supply within the stipulated period excepting the condition which is beyond our control.
5. I/we understand that:
 - (a) Tender Inviting Authority can amend the scope & value of the contract.
 - (b) Tender Inviting Authority reserves the right to reject any application without assigning any reason.
6. I/we have not ever been convicted of any offence making liable to be disqualified to supply of any items to any government or government undertaking organisation/institution in India.
7. No case is pending against me or against our firm in any criminal court of law relation to supply of any item/works to any government or government undertaking organisation/institution in India(if any case is pending, state the details).
8. I/we also declare that if any information provided herewith subsequently found incorrect or false will it automatically render the tender submitted be cancelled and make liable for penal/legal action as per terms and conditions of this tender and law of the country.
9. I/We affirm further that the statements made by me/us in this tender are true to the best of my/our knowledge and belief and all the documents attached are genuine and correct.

Date:

Full Signature of the Bidder/Authorised person & Seal

Email Address:

Tele. No.-

Mobile No.-

Annexure-II

Specification for printing of different items

SI No	Type	GS M	Size	Print side	Type of paper	Unit (Pad/Book) with numbering	Description	
1	Non Specific form I	75	15"X10"	Single	Maplitho	100 pages pad	As per sample	T o p h e a d b i n d i n g w i t h g r e y b o a r d o r b a c k
2	Non Specific form II	75	15"X10"	Single	Maplitho	100 pages pad	As per sample	
3	Non Specific form III	75	15"X10"	Both	Maplitho	100 pages pad	As per sample	
4	Non Specific form IV	80	13.5"X17"	Both	Conquest	100 pages pad	As per sample	
5	Non Specific form V	80	13.25"X8.25' , LEGAL	Both	Maplitho	100 pages pad	As per sample	
6	Non Specific form VI	80	13.25"X8.25' , LEGAL	Single	Maplitho	100 pages pad	As per sample	
7	Non Specific form VII	80	13.25"X8.25' , LEGAL	Single	Conquest	100 pages pad	As per sample	
8	Non Specific form VIII	80	13.25"X8.25' , LEGAL	Both	Conquest	100 pages pad	As per sample	
9	Non Specific form IX	75	4.5"X3.5"	Single	Maplitho	100 pages pad	As per sample	
10	Non Specific form X	75	11.5"X6"	Single	Maplitho	100 pages pad	Triplicate three colour,autocarbon,As per sample	
11	Non Specific form XI	75	7.5"X6.5"	Single	Maplitho	100 pages pad	As per sample	
12	Non Specific form XII	75	8.5"X6"	Single	Maplitho	100 pages pad	As per sample	
13	Non Specific form XIII	75	8.5"X5.5"	Single	Maplitho green	100 pages pad	As per sample	
14	Non Specific form XIV	75	8.5"X7"	Single	Maplitho	100 pages pad	With duplicate,As per sample,with number	
15	Non Specific form XV	75	8.5"X7"	Both	Maplitho	100 pages pad	As per sample	
16	Non Specific form XVI	75	4"X3"	Single	Maplitho	100 pages pad	As per sample	
17	Non Specific form XVII	75	5.5"X4.5"	Single	Maplitho	100 pages pad	As per sample	
18	Non Specific form XVIII	80	11.7"x8.3"	Single	Conquest	100 pages pad	As per sample	
19	Non Specific form XIX	80	11.7"x8.3"	Both	Conquest	100 pages pad	As per sample	
20	Non Specific form XX	80	11.7"x8.3"	Single	Maplitho	100 pages pad	As per sample	
21	Non Specific form XX	80	11.7"x8.3"	Both	Maplitho	100 pages pad	As per sample	

22	Non Specific Register I	95	17.5''X11''	Both	Conquest	300 pages book/folio/600 page	Canvas binding hard board,As per sample	Hard board binding (280z with Rexine And Canvas Onside And Both The Corner s.)3.5''* 2.5'') Label Should Be On Top As Per Matter Supplie d From The Office
23	Non Specific Register II	95	13.25''X8.25''	Both	Conquest	200 pages/100folio	Canvas binding,hard board ,As per sample	
24	Non Specific Register III	95	13.5''X8.5''	Both	Conquest	400 pages/200 folio	Canvas binding,hard board,As per sample	
25	Non Specific Register IV	95	13.5''X8.5''	Both	Maplitho	200pages/100 folio	Canvas binding,hard board,As per sample	
26	Non Specific Register V	95	13.5''X8.5''	Both	Maplitho	400pages/200 folio	Canvas binding Hard board,As per sample	
27	Non Specific Register VI	95	13.5''X8.5''	Both	Maplitho	600 pages/300 folio	Canvas binding Hard board,As per sample	
28	Attendance Register	95	17''X13'',op en size		Conquest	25 folio	Canvas binding Hard board,As per sample	
29	General stock register	95	15''X10''	Both	Conquest	200 pages	Canvas binding, hard board,As per sample	
30	CCU flow chart	80	22.5''X17.5''	Both	Maplitho	Per pc	As per sample	
31	Patient card	250	25''X11''	Both	MG Board	Per pc	Single colour,As per sample	
32	Non specific certificate I	300	11.25''X8''	Both	Art Board	Per Pc	Multicolour,As per sample	
33	Non specific certificate II	300	11.25''X8''	Single	Art Board	Per Pc	Multicolour,As per sample	
34	Non specific certificate III	300	11.25''X8''	Single	Art Board	Per Pc	Colour,As per sample	
35	Service book	80	12.75''X8.25''	Both	Conquest	50 pages ,as per sample	Book binding centre stitch,As per sample	
36	Cash book Triple column	80	14.5''X9.5''	Both	Conquest	Per pc	Hard board, canvas binding,As per sample	
37	Neck label card	150	5.5''X4.5''	Single	MG Board	Per pc	Colour MG board,As per sample	
38	Visiting card	150	4.5''x3.5''	Both	MG Board	Per pc	Colour MG board,As per sample	
39	Vinyl printing						Per square ft, INKJET quality,As per sample	
40	CCU training module book	100 GS	12''X8''	Both		Per leaf,as per sample	Hard cover, Multicolour,As per sample	
41	Adhesive Sticker					Per sq inch	Single side printing,	
42	Flex Banner			Single	Star Flex	Per Sq Ft	Color Printing	

Annexure-III

Check-List of Documents to be uploaded

Sl.No.	Envelope / Uploading location	Document
1	My Space	1. GST registration cert. of bidder. 2. PAN of bidder. 3. P. Tax Registration certificate/ updated P.Tax payment challan. 4. Incorporation certificate for company (if applicable) 5. Valid Trade Licenses 6. Registered deed for partnership firm. 7. IT Return for FY 2018-19,2019-20,2020-21 8. PL Balance Sheet of FY 2019-20,2020-21, 2021-22, 9. Credentials of printing (Payment certificate issued by purchaser for supply to government organisation in India) 10. Copy of receipt of online submission of EMD.
2	Technical Bid (Bid T)	1. e-NIT acceptance form
3	Financial Bid (Bid F)	Price format & BoQ